

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

M



FROM: TREASURER AND TAX COLLECTOR

SUBMITTAL DATE:
March 27, 2014

SUBJECT: APPROVE THE AMENDMENT TO THE AGREEMENT BETWEEN COUNTY OF RIVERSIDE AND ADVANCED BUSINESS GRAPHICS FOR TREASURER & TAX COLLECTOR. ALL DISTRICTS (\$1,275,000)

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the amendment between Advanced Business Graphics and the County of Riverside/Treasurer Tax Collector for processing, printing and mailing of property tax bills for \$425,000 annually, for three years, renewable in one-year increments in accordance with Ordinance 459; and;
2. Authorize the Purchasing Agent, in accordance with Ordinance No. 459 to sign amendments that do not change the substantive terms of the agreement, to exercise renewal options, in one year increments to June 30, 2017.

BACKGROUND:

Summary

(Continued on Page 2)

Don Kent

Don Kent, Treasurer-Tax Collector

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 450,000	\$ 425,000	\$ 1,275,000	\$ 0	Consent <input type="checkbox"/> Policy <input type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	
SOURCE OF FUNDS Treasurer-Tax Collector Budget				Budget Adjustment: No	
				For Fiscal Year: FY 14/15	

C.O.E.O. RECOMMENDATION:

APPROVE

BY: *Karen L. Johnson*

Karen L. Johnson

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

FORM APPROVED COUNTY COUNSEL
BY: *Neal R. Kipnis* DATE: _____
Departmental Concurrence

Purchasing: _____
Mater. Officer, Assistant Director

- A-30
- 4/5 Vote
- Positions Added
- Change Order

Prev. Agn. Ref.: 5/24/11 3.54

District: ALL

Agenda Number:

3-73

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA
FORM 11: APPROVE THE AMENDMENT TO THE AGREEMENT BETWEEN COUNTY OF RIVERSIDE
AND ADVANCED BUSINESS GRAPHICS FOR TREASURER & TAX COLLECTOR. ALL DISTRICTS
(\$1,275,000)**

DATE: March 27, 2014

PAGE: 2 of 2

BACKGROUND:

Summary (continued)

The County of Riverside Treasurer-Tax Collector is responsible for the processing, printing and mailing of over one million tax bills to the owners of record for each property in Riverside County, producing approximately \$3 billion in revenue annually. Processing of tax bills occur at various times throughout the year on a monthly basis. The process and mailing of each tax bill before the assigned deadline is critical to ensure the efficient collection and the timely deposit of revenues.

In concurrence with the new CREST property tax system upgrade, the Treasurer-Tax Collector will be redesigning all of the property tax bills, possibly to one form, and implementing electronic billing. On-going since the summer of 2011, is the technical design and development of the new system, with an estimated initial go-live date of early to mid-2015. However, with multiple phases of release of software, the new system is not expected to be fully operational and implemented until July 2016. To allow for a more accurate scope of work for an RFP proposal, an extension to the current contract would provide the time necessary to incorporate the redesign of the bills, the development of electronic billing, and any other necessary requirements needed for the new system. Additionally, during this slow economic recovery, the County of Riverside cannot sustain a disruption in the printing and mailing of bills, which would have a substantial negative impact on the single largest source of revenue to the County of Riverside. Advanced Business Graphics is located in Riverside County, which would keep local jobs here in the County.

Contract History and Price Reasonableness

This annually renewable contract was awarded via the competitive bid process in February 2005, and extended through 06/30/2014 by the Board on May 24, 2011, Agenda #3.54. Although a significant portion of the cost for this contract is for paper and raw materials, which are not controllable by the Contractor, for the long-standing relationship with the County and with the assistance of Purchasing, ABG has agreed to reduce their portion of the costs for printing services by 10.2% per year by proposing an innovative approach with our various types of tax bills, resulting in an estimated cost savings of \$25,000 annually.

The goal of the Treasurer-Tax Collector is to maintain the contract, without interruption, until the new system is fully functional and to allow for a more accurate scope of work for an RFP proposal upon completion of the CREST property tax system upgrade.

Impact on Citizens and Businesses

Services are provided to all citizens throughout the County.

SUPPLEMENTAL:

Additional Fiscal Information

None

**COUNTY OF RIVERSIDE
AMENDMENT NO.2 TO THE AGREEMENT
WITH
ABG Communications (ABG)**

CONTRACTOR: ABG Cmmunications (ABG)
Contract Term: July 1, 2014 to June 30, 2017
Effective Date of Amendment: July 1, 2014
Annual Contract Amount: \$425,000.00

The Agreement between Riverside County, herein referred to as COUNTY and ABG Communications (ABG), herein referred to as CONTRACTOR, is amended as follows:


1. The "Period of Performance": To amend all reference to the Period of Performance from expiration of June 30, 2014 to a Period of Performance of July 1, 2014 through June 30, 2015, the with option to renew for two (2) additional years, in one (1) year increments
2. "Compensation": Maximum payments by the COUNTY to the CONTRACTOR for services performed shall not exceed the annual amount of four hundred twenty- five thousand dollars (\$425,000.00), including all expenses, based on the availability of fiscal funding.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Amendment.

County
County of Riverside
Board of Supervisors
4080 Lemon Street, 4th Floor
Riverside, CA 92501

Contractor
ABG Communications (ABG)
3810 Wabash Drive
Mira Loma, CA 91752

By: _____
Name: JEFF STONE
Title: CHAIRMAN OF THE BOARD
Date: _____

By:  _____
Name: DAN ABLETT
Title: PRESIDENT / COO
Date: March 28, 2014

FORM APPROVED COUNTY COUNSEL
BY:  _____
NEAL R. KIPNIS DATE

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